

Employee Council Minutes
September 7, 2016
Bouillon 211 – 2:00 – 3:00 p.m.

Members in Attendance: Lidia Anderson (Chair), Missy Davis, Hayley Harrell, Kelly Zakel-Larson, Shelley Berry, Lisa Broweleit & Kelly Clerf

Action Items:

Approval of Minutes for May 18, 2016 – Missy Davis moved, seconded by Hayley Harrell that Employee Council approve the May 18, 2016 minutes as amended. Motion carried.

Discussion/Information Items:

Delegates & Alternates – Lidia was unable to find query for delegates and alternates so these may need to be recreated. Lidia also provided information on delegate and alternate responsibilities to Shelley & Lisa in case either of them are interested in serving in that capacity. She let them know to go ahead and let any of the executive committee members know if they are interested. Hayley will create an announcement to go out to classified staff that will announce the need for new delegates and alternates and give information on what Employee Council (EC) is all about.

Web Updates – Hayley will update the EC web page to show the new monthly meeting time of the 1st Wednesday of each month from 2:00-3:00 p.m. in Bouillon 211.

Employee BBQ – Lidia gave an update on the employee BBQ and requested we put a call out for additional volunteers. Hayley presented examples of the materials she created for the EC table and also will be picking up the EC banner from HR to use. Lidia will purchase candy for EC table at the BBQ and executive committee members will contribute money towards this cost.

University Committees – Kelly Zakel-Larson has put a request in to the President's Office to let EC know when they know of all of the civil service committee openings. She presented information pulled from the committee websites but was unsure if this information was up to date. Kelly will report back once information is received from the President's Office.

Employee of the Month – Missy announced that there is a September winner based on the Employee of the Month (EOM) survey sent out at the end of August. The President is scheduled to present the winner their award on September 21st. Missy stated that the Qualtrics survey worked out well this time but if the time comes that we have a large number of nominees we might not want to use the online survey in those cases. Hayley will work on an announcement to go out to encourage people to submit EOM nominations.

Employee Council Presentations – Employee Council is creating a presentation series with the first possible presentation topic being an introduction of Cabinet because there are a few new Cabinet members. The name of the series will be Central Collaborate.

Upcoming Meetings for Employee Council Chair – Lidia will be attending the Budget & Finance Committee on September 20th and the University Policy Advisory Committee. She will be asking for permission to give short EC updates at each meeting.

Volunteer Opportunities – Kelly Zakel-Larson brought printouts from the Retired and Senior Volunteer Program (RSVP) web page to show possible volunteer opportunities for EC. Kelly will look further into the possibility of volunteering for either the Community Christmas Basket or a Red Cross Blood Draw on campus.

Next Employee Council Meeting: October 5, 2016